

Date Wheel™



User's Guide

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Introduction

Date Wheel™ calculates the time between two dates in months, weeks, days, and business days. It is the electronic version of the plastic wheel-shaped calendar used by businesses to calculate lead times. It can also be used to calculate the Julian date for any day of the year. Use for both business applications and personal applications—anytime you need to quickly calculate the time between two dates.

Date Wheel™ supports 5 way navigation. The user interface was designed to fit any user's needs. All the screens can be manipulated via a stylus, fingers (using the larger fingertip buttons), 5 way navigation, keyboards, and/or Graffiti.

What's New for 3.0?

- Added “Today” lock that adds to the ease of using Date Wheel to countdown to a date.
- Added the ability to save tasks for future reference.
- Added options to use financial (30 day) months with display of three decimal places.
- Enhanced 5-way navigation to allow for cursor wrap around top/bottom of screen.

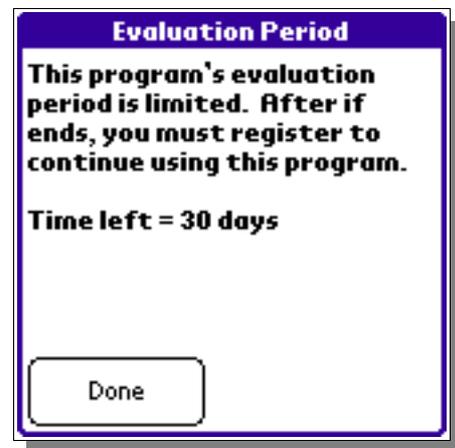
PalmOS and HotSync are registered trademarks of Palm, Inc. Palm is a trademark of Palm, Inc. Windows is a trademark of Microsoft Corp. Macintosh is a registered trademark of Apple Computer, Inc. Linux is a registered trademark of Linus Torvalds. RedHat is a registered trademark of RedHat, Inc. All other trademarks are the property of their respective owners.

Software License

The very first time that you launch the program, the License Agreement screen will appear. Before using the software, you must read, understand, and agree to the software license. The software license is available online and is included as a separate file in the software package.

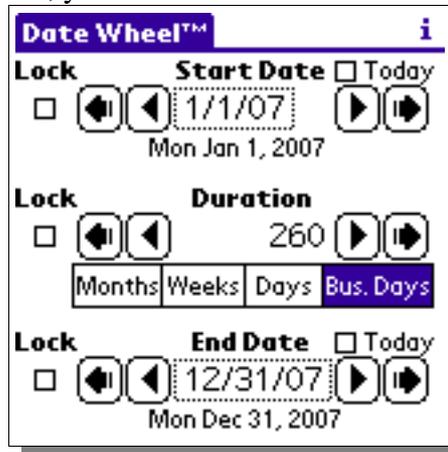
Trial Period

The program may be evaluated for 30 days from the date of installation. After which, you must purchase a registration key to unlock the program and continue using it. Every time the program is launched, you will be shown the number of evaluation days remaining. This display will not appear once the program is registered.



Using Date Wheel™

When you launch the program, you will see the main screen:



The screen is composed of three fields; the start date, duration, and end date. All of the other controls on the screen adjust these three basic fields.

The small arrows change the start date and end date by 1 day. The large arrows change the dates by 1 week. The fields may also be changed directly by tapping on them. If you tap on the start or end date the standard date selection screen appears:

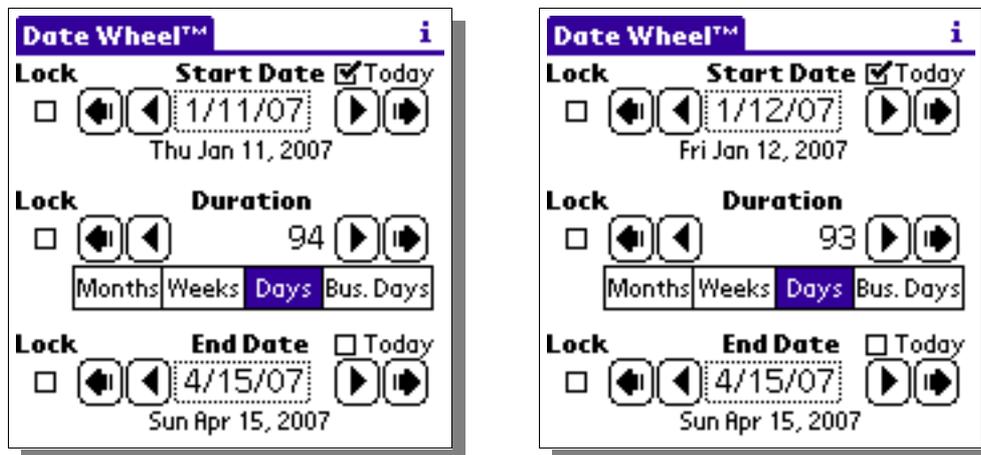


Locks can be set to prevent changes to fields. This is useful for when you have a date that should not change.

Whenever a change is made to an unlocked field, and one of the other fields is locked, the other unlocked field will update based on the value held in the locked field. For instance, if the end date is locked, changing the duration field will affect the start date field.

When all of the fields are unlocked, changing a field will update the oldest field. For example, changing start date after changing the end date will update the duration because the duration is the oldest field in this example.

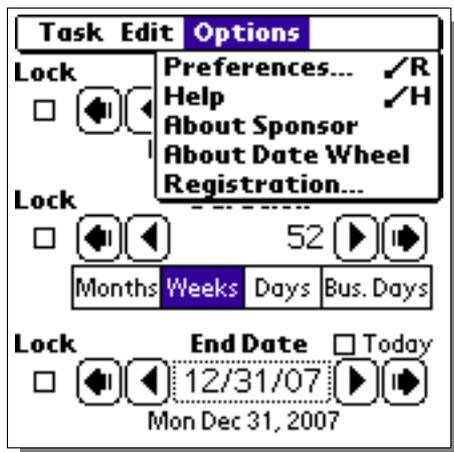
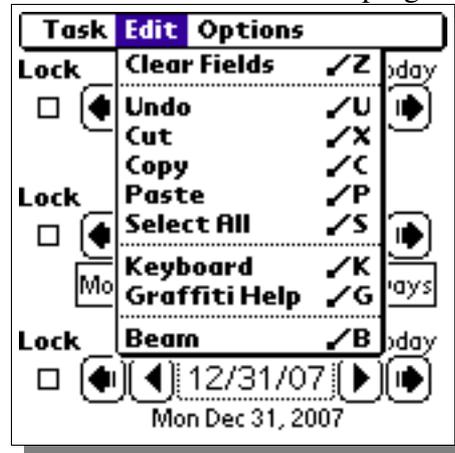
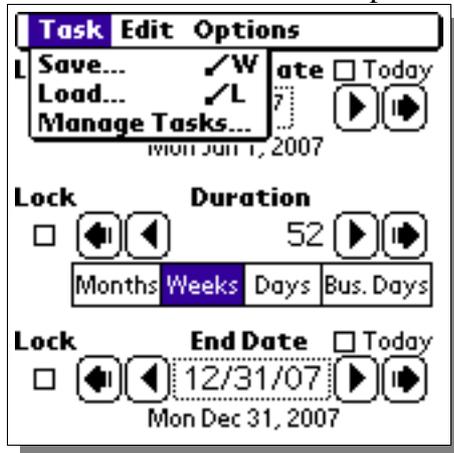
The duration field can be changed between displaying months, weeks, days, and business days. This affects the behavior of the arrow buttons. When the display is set to “Months”, the small arrows change the duration by 1 month and the large arrows change the duration by 1 year. When the display is set to “Weeks” the small arrows change the duration by 1 week and the large arrows change it by 1 month. When the display is set to “Days” or “Bus. Days” (business days) the small arrows change the duration by 1 day and the large arrows change it by 1 week. Business days are simply the weekdays Monday through Friday. Holidays are not taken into account when calculating business days.



A new “Today” feature has been added for version 3.0. Checking the box by tapping on the check box for “Today” will do two things. One, it will automatically bring up today's date in that field. In addition, whenever you load (see below) or view that screen, the date will adjust to the current date (today). The duration will adjust accordingly. This way, you can use the entries as a countdown, without having to change the date each day—the new “Today feature will do that automatically for you.

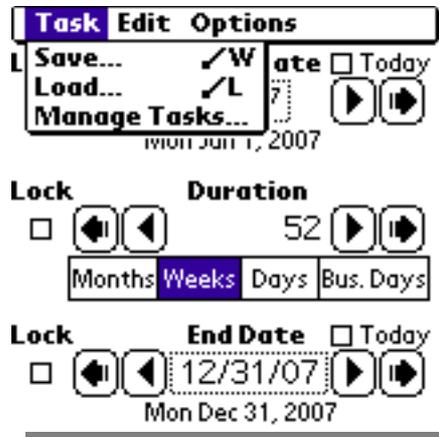
Drop-down Menu Items

These screen shots illustrate the drop-down menu items accessible from the program:



Task Menu

New for version 3.0:



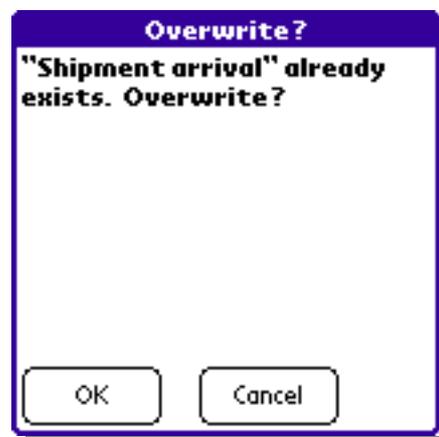
Save:

Allows you to save a task that you calculated. You can load this task later, as well as delete it and rename it, using Manage Tasks. Selecting this option will bring up this screen:



The last name you entered will appear. Enter a new name and tap OK.

If you save using the same name, you will be prompted with a warning screen:



Load:

Allows you to load a previously saved task. Selecting this option will bring up this screen:



Highlight the task you wish to load and then tap "Load."

Manage Tasks:

Allows you to delete or rename previously saved tasks. Selecting this option will bring up this screen:



Highlight the task you wish to manage. Select Rename or Delete. Select Done after you are finished.

Edit Menu



Clear Fields:

Resets the start date, duration, and end date fields to their default values.

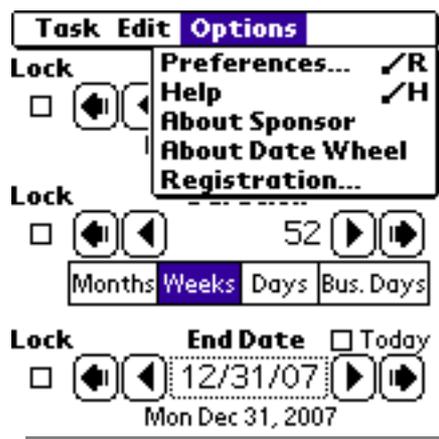
Undo/Cut/Copy/Paste/SelectAll/Keyboard/Graffiti Help:

Performs the selected action on the active field.

Beam:

Beams the program to other user's via the infrared port. See the "Sharing the Program" section for more information.

Options Menu



Preferences...:

Selecting this option brings up this screen:

Flash calculated fields:

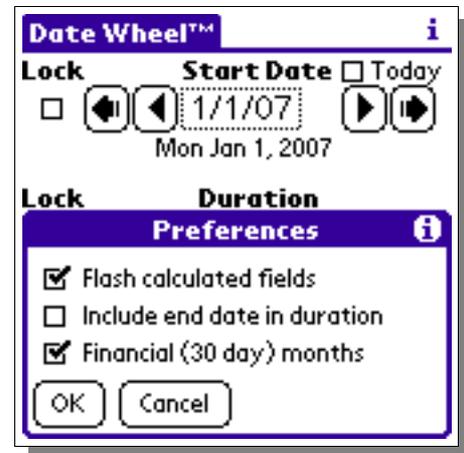
Controls whether or not the fields flash when they change.

Include end date in duration:

If checked, the end date is counted as one extra day in the duration.

Financial (30 day) months: (new for 3.0)

If checked, treats all months as having 30 days and displays months to 3 decimal places.



Help...:

Displays instructions for using the program.

About Sponsor...:

Displays information about the program's sponsor.

About...:

Displays the program version.

Registration...:

If registered, this displays information about to whom the program is registered. Otherwise, it displays instructions for registering the program and accepting the registration key.

Examples

Example 1: Lead Times

Start by unlocking all of the fields by unchecking the “Lock” checkboxes. There are several scenarios for calculating lead times. You may be constrained by the duration, end date, or start date or any combination of the three. For each constraining field, set the field value by tapping on the field, the result will be displayed in the other field(s).

For example, if you order supplies on February 27, 2007 and it takes 5 business days to arrive, you can calculate the arrival date as follows: Tap the start field and pick February 27, 2007. Then tap the “Bus. Days” pushbutton. Enter “5” into the duration field. The end date field will contain the correct arrival date (March 6th, 2007) taking into consideration the weekend.

Example 2: Countdown (End Date)

Unlock all of the fields. Then tap the start date field and tap the “Today” checkbox. Next, tap the end date field and pick the date of the event you want to count down to. For example, pick January 1st (New Year's Day). Lock the end date by checking the “Lock” checkbox next to the end date field. The duration field now shows the number of days remaining until the event (January 1st). Save this task. Each time you load this task, the start date will show today's date and the duration will change accordingly.

Example 3: Estimating Your Baby's Due Date (Start and Duration)

Start with all fields unlocked. Tap the start date field and pick the date of your Last Menstrual Period (LMP). Next, tap the “Weeks” pushbutton. Tap the duration field and write or type “40”. The end date field now displays your baby's expected due date. Once you have the expected due date, you can also use the “Countdown” example above to keep track of estimated number of weeks left.

Example 4: Day of the Week for any Date

Unlock the start date and tap the start date field. Pick the date you for which you want to know the day of the week. For example, if you wanted to find out what day of the week you were born, pick your birth date. The label just below the start date field now displays the day of the week for that date.

Example 5: Julian Dates

Julian dates can be calculated by unlocking all fields and tapping the start date field and then picking the 1st day of the current year (January 1st). Then tap the end date field and pick the day for which you want to know the Julian date. The duration field now displays the Julian date.

Example 6: What If...

The locks allow you to do “what if” calculations without accidentally modifying a constraining field. For example, if you have a task that lasts a set duration and you need to find the best time to do it you can set the duration field and lock it. Then you can freely modify the start date or end date to find the best fit for your schedule.

Registering

Registration keys may be purchased on-line at:

<http://www.creativealgorithms.com/register.html>

To begin the registration process, Launch the program. If the program has already expired, you will see the registration screen automatically. Otherwise, you will need to tap the menu button and select the “Registration...” menu item from the “Options” drop-down menu. The “Registration Instructions” screen will appear.



Note your PDA HotSync® user name displayed at the bottom. You will need to enter your user name exactly when purchasing and registering the program. Tap the “Done” button and then the “Cancel” button.

Open the following URL in your Internet browser:

<http://www.creativealgorithms.com/register.html>

Then add the program to your shopping cart. Follow the instructions for checking out. Be careful to enter your PDA HotSync® user name exactly when checking out. Otherwise, the registration key will not work. After your payment has been confirmed, your registration key will be emailed to you.

Once you have your registration key, launch the program. If the program has already expired, you will see the registration screen automatically. Otherwise, you will need to select “Registration...” from the drop-down menu.

Tap the “Done” button. The registration key entry screen will appear. Enter the code that was emailed to you. Be careful to enter the code exactly as it appears in the email. Tap the “OK” button when you are finished. If you have entered the code correctly you will see the confirmation screen. The program is now unlocked and registered to you.



Sharing the Program

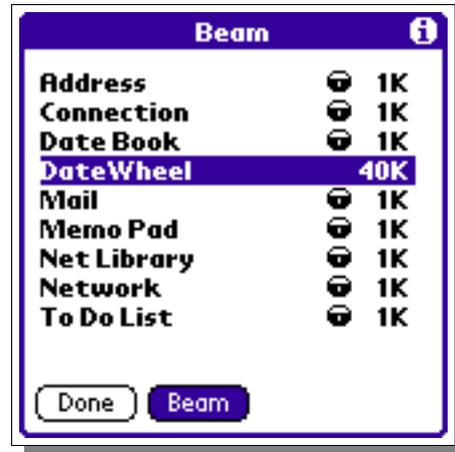
You can share the program with another Palm user either by “beaming” the program to them or by emailing it to them. You may not, however, share any registration key codes or coupon codes with them.

Beaming the Program

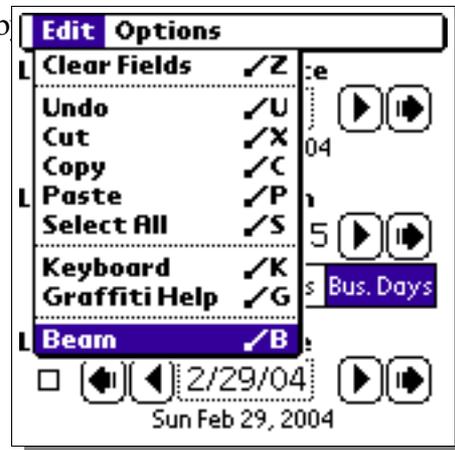
Press the “APPLICATIONS” button on the Palm™ device. The application launcher screen should appear. Tap the menu button to activate the drop-down menu. Select the “Beam” menu item.



Then, select the program from the list of available programs. Follow the manufacturer's instructions for beaming programs.



You can also beam the program while it is running by selecting the program from the drop-down menu:



Emailing the Program

The best way to email the program is to email a link to the program. Copy the following link and paste it into your email:

<http://www.creativealgorithms.com/datewheel.html>